

## MAILING ADDRESSES FOR NASA NEW TECHNOLOGY SUMMARY REPORT

To submit a New Technology Summary Report to NASA, send the attached form to the NASA Center that is funding the activity at the address listed below.

NASA Ames Research Center  
Attention: New Technology Representative  
Commercial Technology Office, Mail Stop 202A-3  
Moffett Field, California 94035-1000

NASA Dryden Flight Research Center  
Technology Utilization Office  
P.O. Box 273, Mail Stop MS4839  
Edwards, CA 93523-3119

NASA John H. Glenn Research Center at Lewis Field  
Technology Transfer & Partnership Office  
21000 Brookpark Road, M S 4-2  
Cleveland, Ohio 44135  
[Kathleen.A.Kerrigan@grc.nasa.gov](mailto:Kathleen.A.Kerrigan@grc.nasa.gov)

NASA Goddard Space Flight Center  
Technology Transfer Program  
Greenbelt Road - Mail Stop 504  
Greenbelt, MD 20771

NASA Headquarters  
Office of the General Counsel  
Attn: Agency Counsel for Intellectual Property  
Suite 9T39  
300 E. Street, S.W.  
Washington, D.C. 20546

Jet Propulsion Lab  
Attn: JPL SBIR Program Office  
4800 Oak Grove Drive,  
Mail Stop 249-103  
Pasadena, Ca 91109-8099  
[SBIR.Program.Office@jpl.nasa.gov](mailto:SBIR.Program.Office@jpl.nasa.gov)

NASA Johnson Space Center  
Technology Transfer & Commercialization  
2101 NASA Road 1 - Mail Stop HA  
Houston, TX 77058-3696

NASA John F. Kennedy Space Center  
Attention: Technology Transfer Officer  
Technology Transfer Office, Mail Stop YA-C1  
Kennedy Space Center, FL 32899

NASA Langley Research Center  
Patent Counsel Office  
3 Langley Blvd. - Mail Stop 212  
Hampton, VA 23681-2199

NASA George C. Marshall Space Flight Center  
Technology Transfer Department  
New Technology Representative/CD30  
MSFC, Alabama 35812  
[Carolyn.E.McMillan@msfc.nasa.gov](mailto:Carolyn.E.McMillan@msfc.nasa.gov)

NASA Stennis Space Center  
Attn: Intellectual Property Manager  
Technology Development and Transfer Office  
Mail Stop HA30  
Stennis Space Center, Mississippi 39529-6000

## NASA NEW TECHNOLOGY SUMMARY REPORT

NASA contracts, grants, cooperative agreements, and subcontracts (Funding Agreements) for experimental, developmental or research work require each Contractor/Grantee/Subcontractor (C/G/S) to report New Technology Items to NASA. For that purpose, the following reports and corresponding schedules are provided:

<u>Title of Report/Form</u>	<u>Schedule for Submission</u>
<b>Disclosure of Invention and New Technology (Including Software)</b> <i>NASA Form 1679 or equivalent information required</i> ( <a href="http://invention.nasa.gov">http://invention.nasa.gov</a> for access to form or on-line reporting)	The C/G/S must submit a detailed disclosure of <b>each</b> New Technology Item (reportable item or subject invention – see definition below) made under the funding agreement <b>within two months after innovator's disclosure to the C/G/S.</b>
<b>New Technology Summary Report (NTSR)</b> (check marked " <i>Interim</i> ")	For multi-year efforts, the C/G/S must submit a summary listing of all New Technology Items developed during the reporting period, OR provide certification that there were none. The first Interim New Technology Summary Report <b>is due 12 months from the effective date of the effort. Additional reports are due annually thereafter.</b>
<b>New Technology Summary Report (NTSR)</b> (check marked " <i>Final</i> ")	The C/G/S must submit a cumulative summary listing of all New Technology Items developed during the <b>entire performance</b> of the Funding Agreement, OR provide certification that there were none. The Final New Technology Summary Report <b>must be submitted within 3 months of completion of work under the funding agreement.</b>

Submitting C/G/S Name and Address:

C/G/S New Technology Representative:

Report Submitted by:  
(if not New Technology Representative)

Contact Telephone Number: (    )    -

Contact Email Address:

NASA Funding Agreement Number:

Funding Agreement Completion Date:    /    /

Title of Funded Activity:

NASA Project Manager/\*COTR or Grant Monitor:

Report Submission Date:    /    /

### Definition of New Technology Items

**Large business C/G/S** must disclose all **reportable items** to NASA. Reportable item as used in NASA Funding Agreements with large businesses means any invention, discovery, improvement, or innovation, **whether or not patentable**, conceived or first actually reduced to practice in the performance of work under a NASA Funding Agreements. Reportable items include, but are not limited to, new processes, machines, manufactures, and compositions of matter, and improvements to, or new applications of, existing processes, machines, manufactures, and compositions of matter. Reportable items also include new computer programs, and improvements to, or new applications of, existing computer programs, whether or not copyrightable.

**Small business, nonprofit organization, and college and university C/G/S** must disclose all **subject inventions** to NASA. Subject invention as used in NASA Funding Agreements with other than large businesses means any invention or discovery which **is or may be patentable** and is conceived or first actually reduced to practice in the performance of work under a NASA Funding Agreements. Subject inventions include any new process, machine, manufacture, or composition of matter, including software, and improvements to, or new applications of, existing processes, machines, manufactures, and compositions of matter, including software.

**Note:** Subject to approval by C/G/S who retain or obtain title to subject inventions or reportable items, all such technologies are evaluated for publication in NASA Tech Briefs magazine. If an item is published in NASA Tech Briefs, the innovator may be considered for a monetary award from NASA. Innovations meeting eligibility requirements may also be considered for additional Space Act Awards (<http://icb.nasa.gov>).

\*COTR=Contracting Officer's Technical Representative

# NASA NEW TECHNOLOGY SUMMARY REPORT

## I. General Information

1. Type of Report: ☐ Interim ☐ Final Reporting Period (Begin/End Dates):    /    /        /    /
2. Business Type: ☐ Large ☐ Small ☐ College/University ☐ Nonprofit Organization
3. Have any New Technology Items resulted from work performed under this Funding Agreement during this reporting period? ☐ Yes ☐ No
  - 3a. If Yes, were they disclosed to NASA? ☐ Yes ☐ NoNote: If they have not yet been disclosed, they can be disclosed with this Summary Report (See I.4.).
4. Are New Technology Items being disclosed with this Summary Report? ☐ Yes ☐ No  
(Use NASA Form 1679 or equivalent – see <http://invention.nasa.gov> for access to form or on-line reporting).

## II. New Technology Items

Please provide the following information for all New Technology Items reportable under this Funding Agreement during the reporting period. If additional space is required, include an attachment.

<u>Title</u>	<u>Internal Report/Docket Number (if applicable)</u>	<u>Date Submitted. to NASA</u>
1.		/ /
2.		/ /
3.		/ /
4.		/ /

## III. Subcontractors

Please complete the following section listing all research subcontractors participating to date. Include each research subcontractor's name, address, contact person, telephone number and email address. Note: If subcontractors have New Technology Items to disclose, they should follow the same reporting process as prime participants.

## IV. Certification

*I certify that active and effective procedures ensuring prompt identification and timely disclosures of reportable New Technology Items have been followed. Furthermore, I certify that all New Technology Items required to be disclosed during the period identified on this form have been disclosed to NASA or are being submitted herewith.*

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Name and Title of Authorized Official

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Signature

/ /  
Date

Please submit completed NASA New Technology Summary Reports and/or Disclosures of Invention and New Technologies to the NASA Center funding the activity (see attached listing).

**Note:** If an individual Disclosure of Invention and New Technology is submitted using the on-line reporting tool, it is not necessary to follow up with a hard copy submission.